

## **INSTITUTIONAL DEVELOPMENT, EFFECTIVENESS, AND ACCREDITATION**

VIRTUAL MEETING ON MARCH 1, 2023 AT 2:00 PM

### **MINUTES**

**Helena College Mission:** Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.

**IDEA Committee Mission:** The Institutional Development, Effectiveness and Accreditation Committee is a representative body whose mission is to advance the strategic direction of Helena College through assessment and planning. The committee also has oversight for activities related to maintaining institutional compliance with regional accreditation policies and standards.

#### **ATTENDEES:**

- **Jessie Pate, (Chair)**, Director of Institutional Research & Effectiveness
- ~~**Marika Adamek**, Assistant Registrar~~
- **Stephanie Hunthausen**, Executive Director of Career Technical Education and Dual Enrollment
- **Ryan Loomis**, Director of Community Education Center
- **Kyra Merchen**, Staff Senate President
- **Phillip Sawatzki**, Faculty Senate representative
- **Bryon Steinwand**, Faculty representative & Assessment Database Developer
- **Nick Worsley**, ASHC President
- ~~**Sandy Bauman**, Dean/CEO (Ex-Officio)~~
- ~~**Paige A. Payne**, Recorder~~

#### **PRIORITIES FOR AY2223**

1. Finish Strategic Plan KPIs
2. Establish strategic goal IM-1 (Demonstrate campus-wide engagement with our community)
3. Establish strategic goal EQ-1 (Disaggregate data; NWCCU 1.D.2, 1.D.3: race/ethnicity, gender, age, socioeconomic status, first gen, any others)
4. Benchmarking – identify peer institutions and metrics to disaggregate (NWCCU 1.D.3)

#### **PRE-READS/SUPPORTING DOCUMENTS (IN IDEA TEAM FILES)**

- 20230213 IDEA Minutes
- Peer Search 2023
- Peer Candidates Expanded Core Expenses
- Helena College 2023 Policies, Regulations, and Financial Review
- Helena College 2023 Appendix

#### **AGENDA**

##### **Approve February 15, 2023 Minutes:**

1. Kyra M. motioned to approve. Stephanie Hunthausen seconded the motion. Approved unanimously.

##### **Accreditation update:**

1. Year 6 Policies, Regulations, and Financial Review SUBMITTED!
  - a. The review will be evaluated and findings will be reported back to HC in July 2023.
  - b. Now working towards the Year Seven visit which will evaluate institutional effectiveness, focusing on standard one, our institutional mission.
    - i. Effectiveness, student learning, and achievement.
  - c. Identifying the list of peer institutions to benchmark HC performance is part of standard one.
  - d. Special population data is required also.

- i. Identify and resolve equity gaps.

### Peer Institutions

1. Report out on review of national and regional peer candidates.
  - a. Keep Klamath Falls
  - b. Arkansas State Mountain Home is not a good comparative or aspirant institution. Very advanced compared to HC
  - c. Northwest in Wyoming. Aeronautics, Nursing, Education, etc. is similar.
  - d. Nicolet Area Technical College, Wisconsin is similar, but may be a better aspirational choice.
  - e. Henderson has similar programs. It has a very large and mature campus.
  - f. Marion does not have any trades. Just Bus., IT, Nursing, etc.
  - g. Southeast Minn. State College has a lot of programs. It may be an aspirational choice.
  - h. Univ. New Mexico Taos has similar programs.
  - i. Flathead Valley CC
  - j. Great Falls CC
  - k. NW has 2.5x more \$ than HC
  - l. Arkansas State Univ. MH has similar \$ to HC
2. Phillip Sawatzki motioned to adopt the eight regional peers. Ryan seconded the motion. Approved unanimously.
3. The committee will do more research on the national institutions before adopting any.
  - a. PS: Helena Arkansas and West Virginia.
  - b. SH: McDowell Washington State in Marietta.
  - c. KM: Midstate Technical College in Wisconsin
  - d. RL: College of Eastern Idaho
  - e. Wait to hear from Marika.
  - f. Possible Aspirant Institutions
    - i. Nicolet
    - ii. Walla Walla
    - iii. Lewis & Clark
4. Does the group want to work in the revenue sources (revenue per FTE data) into the decision?
  - a. Yes, it is a factor.

### Staff and Director Review of 2022 CCSSEE Data

5. The data was disaggregated by special populations.
  - a. Each faculty group looked at a different demographic and then discussed the findings.
  - b. Jessie is planning a similar activity for staff and directors.
    - i. Two required sessions.
    - ii. One a.m. and one p.m. on different days.
      1. Second week of April.
        - a. April 10 in the morning.
        - b. April 17 in the afternoon.
  - c. What feedback is going to be useful to the students? Analysis, data, and changes due to the data. Consider asking the students to prioritize which question topics is the most important to the students in a connected survey.

**Next meeting: April 5, 2023 at 2:00 PM**